

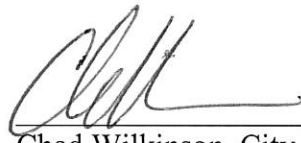
ADMINISTRATIVE COMMITTEE

Monday, August 31, 2015
5:00 p.m.

NOTICE IS HEREBY GIVEN that the Bountiful City Administrative Committee will hold its regular meeting in the Conference Room at City Hall, 790 South 100 East, Bountiful, Utah, at the time and on the date given above. The public is invited. Persons who are disabled as defined by the Americans with Disabilities Act may request an accommodation by contacting the Bountiful City Planning Office at 298-6190. Notification at least 24 hours prior to the meeting would be appreciated.

AGENDA

1. Welcome and Introductions.
2. Consider approval of minutes for August 3, 2015 and August 24, 2015.
3. **PUBLIC HEARING:** Consider approval of a Conditional Use Permit to allow for a Home Occupation Group Instruction with up to 12 children at 211 East 750 North, Karen Davis, applicant.
4. Consider approval of a Conditional Use Permit, in written form, to allow for Solar Panels at 503 Indian Springs Road, Greg Mace, applicant.
5. Miscellaneous business and scheduling.



Chad Wilkinson, City Planner

Pending minutes have not yet been approved by the Administrative Committee and are subject to change until final approval has been made.

**Bountiful City
Administrative Committee Minutes
August 3, 2015**

Present: Chairman – Chad Wilkinson; Committee Member – John Marc Knight; Recording Secretary – Julie Holmgren.

Excused: Lloyd Cheney

1. Welcome and Introductions.

Chairman Wilkinson opened the meeting at 5:01 p.m. and introduced all present.

2. Consider approval of minutes for July 13, 2015 and July 20, 2015.

Approval of minutes for July 13, 2015 and July 20, 2015 was tabled.

3. PUBLIC HEARING: Consider approval of a Conditional Use Permit to allow for Solar Panels at 3039 South 600 West, Roger Beattie, applicant.

Justin Munk (Intermountain Wind & Solar) was present, representing Roger Beattie.

Chairman Wilkinson presented a summary of the staff report (the full staff report follows).

The property where the solar panels are to be installed is located in the R-4 Single Family Zone. Solar power panels are classified in the city ordinance as “private power plants” and require a conditional use permit if they are over 10 watts. The applicant has indicated that the photovoltaic system to be installed will produce 7.94 kilowatts (7,940 watts), requiring a conditional use permit.

The application submitted indicates the proposed installation of 1 photovoltaic array for a total of 23 panels. The arrays will occupy approximately 460 square feet, which is smaller than the 50% maximum roof coverage. The South facing roof will have 23 panels with 4 panels on the lowest row, 5 panels on the second row, 6 panels on the third row, and 8 panels on the highest row. The panels will be connected to the roof by a Snap N Rack 3.5 x 5/8 Lag Screw roof mount system. The roof is of truss construction, has a slope of 5/12, and is 8 years old. A review of information provided in the application indicates that all engineering requirements for the construction of solar panels in Bountiful City will be met. A reflection analysis of the roof pitch indicates that photovoltaic panels should not produce a reflection nuisance to surrounding properties.

Based on the findings, staff has determined that the applicant would comply with all requirements for the conditional use permit. Staff recommends approval of the Conditional Use Permit with the following conditions:

Pending minutes have not yet been approved by the Administrative Committee and are subject to change until final approval has been made.

1. The applicant shall obtain a building permit.
2. The panels must be installed only as proposed in the application.
3. This Conditional Use Permit is solely for this site and is non-transferable.

PUBLIC HEARING: Chairman Wilkinson opened the Public Hearing at 5:04 p.m. Holly Green was present with her Boy Scout son. She did not express any concerns regarding Mr. Beattie's solar project but made a few general inquiries regarding solar panels in the City of Bountiful. Messrs. Wilkinson, Knight and Munk each took part in answering Ms. Green's questions. The Public Hearing was closed at 5:06 p.m. with no public concerns raised.

Mr. Knight made a motion for approval of a Conditional Use Permit to allow for Solar Panels at 3039 South 600 West, Roger Beattie, applicant. Mr. Wilkinson seconded the motion.

 A Mr. Wilkinson
 A Mr. Knight

Motion passed 2-0.

4. Consider approval of a Conditional Use Permit, in written form, to allow for Solar Panels at 828 Oakwood Circle, Ted Liou, applicant.

Mr. Knight made a motion for approval of a Conditional Use Permit, in written form, to allow for Solar Panels at 828 Oakwood Circle, Ted Liou, applicant. Mr. Wilkinson seconded the motion.

 A Mr. Wilkinson
 A Mr. Knight

Motion passed 2-0.

5. Miscellaneous business and scheduling.

Chairman Wilkinson ascertained there were no further items of business.

The meeting was adjourned at 5:07 p.m.

Chad Wilkinson, City Planner

Pending minutes have not yet been approved by the Administrative Committee and are subject to change until final approval has been made.

**Bountiful City
Administrative Committee Minutes
August 24, 2015**

Present: Chairman – Chad Wilkinson; Committee Members – Lloyd Cheney and Dave Badham; Recording Secretary – Julie Holmgren.

Excused: John Marc Knight

1. Welcome and Introductions.

Chairman Wilkinson opened the meeting at 5:00 p.m. and introduced all present.

2. Consider approval of minutes for August 17, 2015.

Mr. Cheney made a motion to approve the minutes for August 17, 2015. Mr. Badham seconded the motion.

<u>A</u>	Mr. Wilkinson
<u>A</u>	Mr. Cheney
<u>A</u>	Mr. Badham

Motion passed 3-0.

3. PUBLIC HEARING: Consider approval of a Conditional Use Permit to allow for Solar Panels at 503 Indian Springs Road, Greg Mace, applicant.

Jake Kilgore (One Solar) was present, representing Greg Mace.

Chairman Wilkinson presented a summary of the staff report (the full staff report follows).

The property where the solar panels are to be installed is located in the R-3 Single Family Zone. Solar power panels are classified in the city ordinance as “private power plants” and require a conditional use permit if they are over 10 watts. The applicant has indicated that the photovoltaic system to be installed will produce 9.75 kilowatts (9,750 watts), requiring a conditional use permit.

The application submitted indicates the proposed installation of 2 photovoltaic arrays for a total of 39 panels. The arrays will occupy approximately 687 square feet, which is smaller than the 50% maximum roof coverage. The east facing roof will have 10 panels with 5 panels on the bottom row and 5 panels on the top row. The west facing roof will have 29 panels with 9 panels on the bottom row, 10 panels on the second row, and 10 panels on the top row. The panels will be connected to the roof by a Solarmount bolted roof mount system. The roof is of truss construction, has a slope of 2:1, and is less than 10 years old. A review of information provided in the application indicates that all engineering requirements for the

Pending minutes have not yet been approved by the Administrative Committee and are subject to change until final approval has been made.

construction of solar panels in Bountiful City will be met. A reflection analysis of the roof pitch indicates that photovoltaic panels should not produce a reflection nuisance to surrounding properties.

Based on the findings, staff has determined that the applicant would comply with all requirements for the conditional use permit. Staff recommends approval of the conditional use permit with the following conditions:

1. The applicant shall obtain a building permit.
2. The panels must be installed only as proposed in the application.
3. This Conditional Use Permit is solely for this site and is non-transferable.

Mr. Wilkinson noted the applicant indicated a roof slope of 2:1 on their application. It more correctly should be a number such as 5/12, 4/12 or 6/12. Mr. Wilkinson pointed out that solar projects have a maximum coverage standard of 50%. This project covers just under 50% of the garage where the panels will be installed. Mr. Badham inquired regarding the efficiency of east facing panels. Mr. Kilgore indicated there would be an 8-10% efficiency difference compared to south facing panels. Mr. Cheney inquired regarding the efficiency of the inverters and a short discussion ensued regarding production and degradation over time.

PUBLIC HEARING: Chairman Wilkinson opened the Public Hearing at 5:07 p.m., and the hearing was closed at 5:07 p.m. with no comment from the public.

Mr. Badham made a motion for approval of a Conditional Use Permit to allow for Solar Panels at 503 Indian Springs Road, Greg Mace, applicant. Mr. Cheney seconded the motion.

A Mr. Wilkinson
A Mr. Cheney
A Mr. Badham

Motion passed 3-0.

4. Consider approval of a Conditional Use Permit, in written form, to allow for Solar Panels at 702 Emerald Hills Drive, Larry Murdock, applicant.

Mr. Cheney made a motion for approval of a Conditional Use Permit, in written form, to allow for Solar Panels at 702 Emerald Hills Drive, Larry Murdock, applicant. Mr. Badham seconded the motion.

A Mr. Wilkinson
A Mr. Cheney
A Mr. Badham

Motion passed 3-0.

Pending minutes have not yet been approved by the Administrative Committee and are subject to change until final approval has been made.

5. Miscellaneous business and scheduling.

Chairman Wilkinson ascertained there were no further items of business.

The meeting was adjourned at 5:09 p.m.

Chad Wilkinson, City Planner



BOUNTIFUL

City of Beautiful Homes and Gardens

MAYOR
RANDY LEWIS

CITY COUNCIL
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KENDALYN HARRIS
JOHN PITT

CITY MANAGER
GARY R. HILL

Memo

Date: August 24, 2015
To: Administrative Committee
From: Andy Hulka, Planning Assistant
Re: Staff Report for the Administrative Committee Meeting on Monday, August 31, 2015

Overview

- 3. PUBLIC HEARING:** Consider approval of a Conditional Use Permit for a Home Occupation Group Instruction with up to 12 children at 211 East 750 North, Karen Davis – First Impressions Preschool, applicant.

Item #3

The applicant, Karen Davis, is applying for a Conditional Use Permit for a Home Occupation Group Instruction to allow for a preschool to have up to 12 children located at 211 East 750 North.

Background

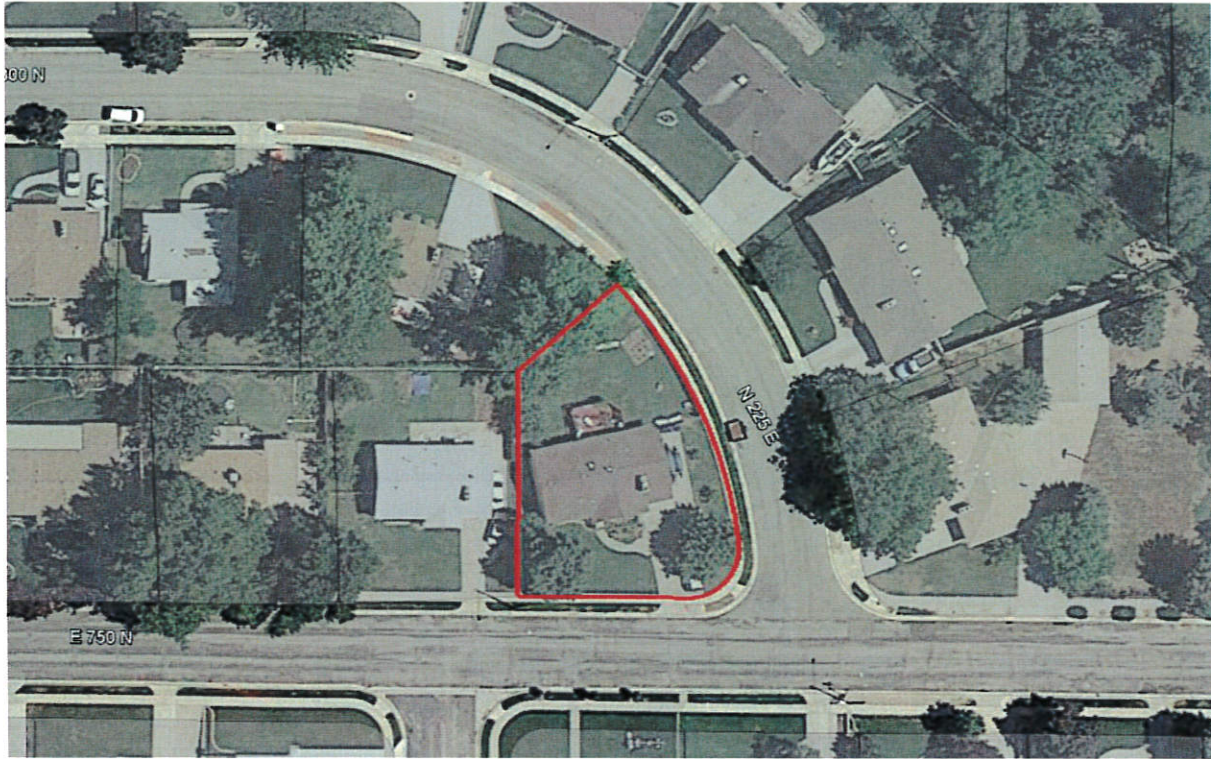
The preschool would be run from the applicant's home, which is located in an R-4 single-family residential zone. The applicant currently has a license for up to 8 children in the preschool. The conditional use permit would allow up to 12 children per session. The applicant indicates that there will be no more than two sessions per day which will run Tuesday through Thursday from 9:00 am to 11:15 am and 1:00 pm to 3:15 pm. The interior area to be used is 530 square feet which meets the required 35 square feet per child. The outdoor play area exceeds the requirement of 40 square feet per child. The area to be used for group instruction does not exceed 50 percent of the ground floor square footage as required by Code. The applicant has noted that her location on a corner lot lends itself to pick-ups and drop-offs very well.

Staff Recommendation

Staff recommends approval of a Conditional Use Permit to allow a Home Occupation Group Instruction to allow for a preschool to have up to 12 children with the following conditions:

1. Pick-up and drop-off procedures approved by the Committee must be followed.
2. The applicant must comply with the requirements for a Home Occupation Business License and the Conditional Use Permit.
3. The applicant must comply with the Rules and Guidelines for Preschool set forth by the Davis County Health Department.
4. The permit is for this applicant at this site and is not transferable.

211 East 750 North





BOUNTIFUL

City of Beautiful Homes and Gardens

RANDY C. LEWIS
MAYOR

CITY COUNCIL
Kendalyn Harris
Richard Higginson
Beth Holbrook
John Marc Knight
John S. Pitt

CITY MANAGER
Gary R. Hill

CONDITIONAL USE PERMIT APPLICATION

Date of Submittal: Aug. 18-2015

Property Address: 211 E-750 N. Bountiful, UT 84010

Applicant Name: Karen Davis

Applicant Address: 211 E-750 N. Bountiful, UT

Applicant Phone #: 801-298-3372

Applicant Email: siddavis47@yahoo.com

Description: I run a preschool in my home and would like the option of registering up to 10 students instead of just 8.

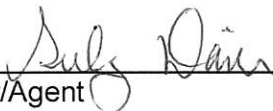
1. Items that shall be included with any Conditional Use Permit application:

- a. A completed Bountiful City Application for Conditional Use Permit cover sheet (this document).
- b. Payment of Filing Fee (\$200 P.C. / \$50 A.C.)
- c. If the conditional use permit is to be approved by the Planning Commission, a mailing list of all property owners within three hundred feet (300') of the subject property boundaries based on the most recent Davis County Tax Assessment records, submitted on self-adhesive mailing labels. Items heard by the Administrative Committee do not require mailing labels.
- d. If the conditional use permit requires site plan review, two (2) full sized, and one (1) 11x17 copy or one (1) .PDF file, of the proposed site plan drawn at 1:10 scale or as required by the City Engineer and City Planner. A site plan shall include:
 - i. A north arrow, the scale of the drawing, and the date of the drawing.
 - ii. Street names and addresses.
 - iii. Property lines with dimensions.
 - iv. All sidewalks, driveways, curbs and gutter, and parking areas.

- v. All existing easements, rights-of-way, and any other restrictions on the use of the property.
 - vi. Existing buildings, proposed buildings, and other significant features on the site.
 - vii. Existing buildings and significant features located on adjacent properties within 50 feet (50') of the subject property boundaries
 - viii. When required by the City Planner or City Engineer, and for all new construction, a survey including both existing and proposed contours of the land at intervals of two feet (2') or better.
- e. Typed responses to the following questions:
- i. How does your proposed project fit in with surrounding properties and uses?
 - ii. What will you do to mitigate the potential conflicts with surrounding properties and uses?

2. Property Owner Authorization and Affidavit

The undersigned, being duly sworn, depose that I am (we are) the owner(s) or authorized agent(s) of the owner(s) of the property involved in this application and that the statements contained herein or by attachment, are to the best of my (our) knowledge true and correct.



Owner/Agent



Owner/Agent

Conditional Use Permit Application

Karen Davis— First Impressions Preschool

Responses to Questions e: i. and ii.

1. How does your proposed project fit in with surrounding properties and uses?

I have had a permit to run my preschool since 2003. It has been integrated and accepted into my neighborhood very well. I continue every year to have various neighbors choose to attend my preschool. I provide an organized and well run preschool that hasn't conjured up any complaints from the neighbors before. I don't see that adding two more students (from 8 students to 10) will change anything in the neighborhood in the future.

2. What will you do to mitigate the potential conflicts with surrounding properties and uses?

I do not foresee any conflicts. I have been doing this in my home for 13 years. I have not had any complaints in the past. I live on a corner lot that lends itself to drop-offs and pick-ups very well. The only thing that is changing is the option of adding two more students at times. I don't think the neighbors will even notice a difference.

If there happens to be a conflict, I will encourage my students and parents to walk who are within walking distance, or carpool together if they are from further away, to reduce traffic during those times. Many of my students are within walking distance.

Bountiful City Code: 14-17-106 SPECIAL CONDITIONS FOR RESIDENTIAL DAY CARE OR GROUP INSTRUCTION	Action Needed:	✓
The following conditions shall apply only to Home Occupation Business Licenses for Residential Day Care or Group Instruction, as defined by State Code:	Complete Bountiful City Commercial Business License Application (\$50.00 fee) <u>Question:</u> Is this a day care or group instruction? <i>group instruction</i>	
A. The rear yard may be used for outside play area, or instruction where a swimming pool is involved.	Provide a yard site plan (including square footage) <i>approx. 3000 sq. ft.</i>	
B. Residential day care facilities shall comply with all regulations of the State of Utah and shall be licensed by the State. One additional person not residing in the dwelling may be employed in the residential day care or group instruction where seven (7) or more children or people are involved.	Provide a copy of the State of Utah Day Care License for the owner and for any additional worker.	
C. Residential group instruction (preschools) shall be limited to no more than twelve (12) people in each session who are not residents of the home. There shall be no more than two (2) sessions per day and each session may not exceed four (4) hours. No child or student may attend more than one (1) session per day. Instruction of more than eight (8) individuals requires issuance of a Conditional Use Permit.	<u>Questions:</u> How many children will attend? <i>10</i> How many sessions? What are the hours of operation? <i>2</i> <i>9:00-11:45 / 1:00-3:15 (Tues, Wed, Thurs.)</i> <u>More than eight?</u> Please complete Conditional Use Permit application and pay the \$50 fee.	
D. A minimum interior floor area of thirty-five (35) square feet and a minimum secured outdoor play area of forty (40) square feet per child shall be provided for residential day care facilities. <i>Interior approx 530 sq. ft.</i> <i>Exterior approx 3000 sq. ft. - secured with left-tail wood slat fence</i>	Provide an interior floor area site plan. <u>Questions:</u> What is the interior square footage of space to be used? What is the outdoor play area square footage? How is the outdoor play area secured?	
E. Total floor area used for residential day care or group instruction may be no more than fifty percent (50%) of the ground floor area of the residence. <i>Approx 1150 sq. ft. / floor (TOTAL approx. 2300 in house)</i> <i>Used for preschool is approx. 530 sq. foot in basement.</i>	<u>Questions:</u> What is the square footage of the ground floor area of the residence? What is the square footage of the total floor area to be used for the day care or group instruction?	
F. An annual inspection for continued compliance will be required for license renewal of all residential day care and group instruction facilities.	Please acknowledge your understanding that an annual inspection will take place. <i>Ked</i> (Initial here)	
G. A criminal background check is required for any person who operates or is employed at a daycare or a residential group instruction business.	Provide an original criminal background check for <u>all</u> those working at the day care or group instruction business.	
H. A criminal background check is required for any adult who resides at a dwelling used for a daycare or group instruction business.	Provide an original criminal background check for <u>any</u> adult (i.e. over age 18) residing at the residence.	
I. No person who has been convicted of a sexually oriented crime may operate, be employed by, or reside at a dwelling that is used for a daycare or group instruction business.	Please affirm your understanding of this special condition. <i>Ked</i> (Initial here)	

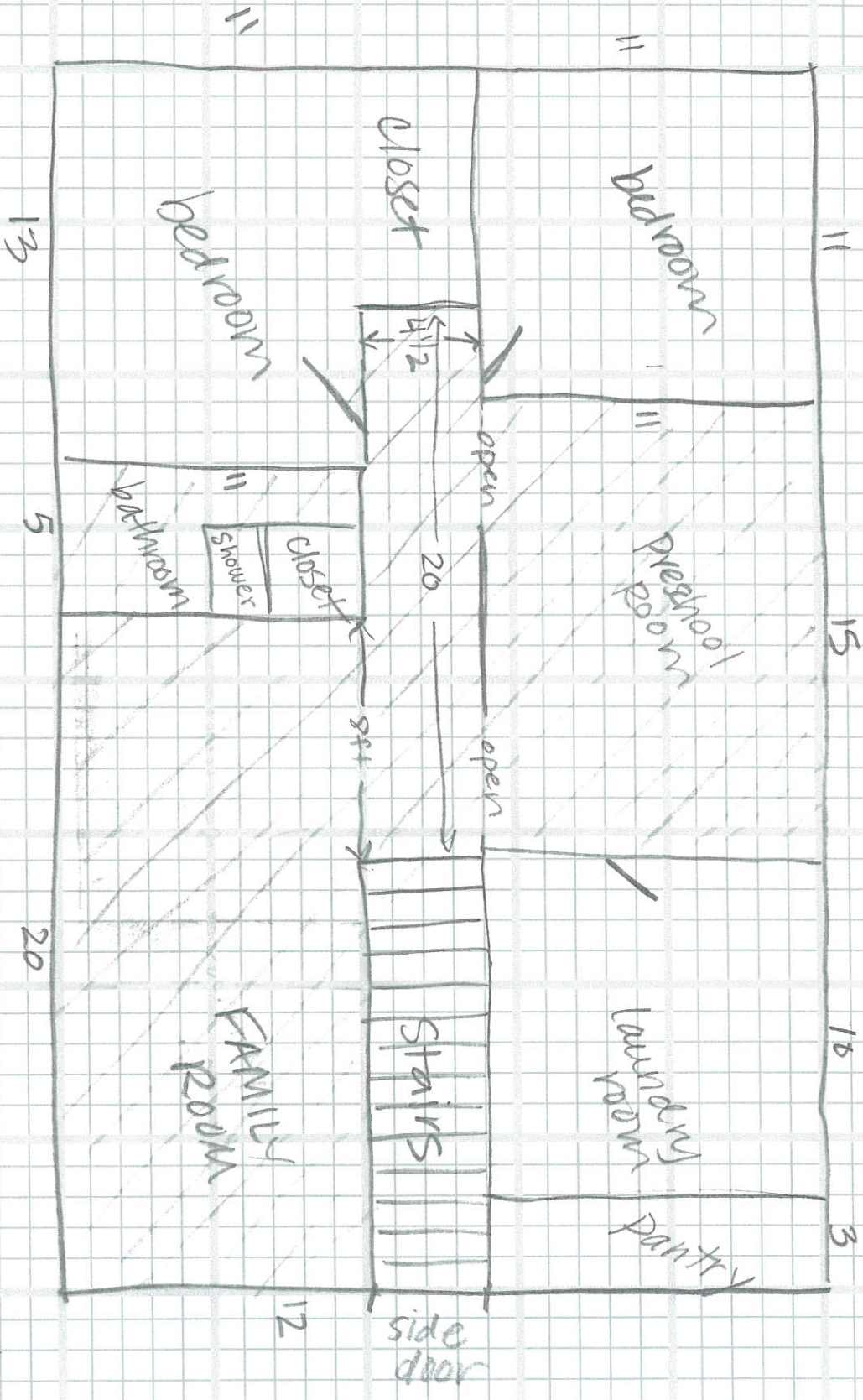
211 E. 750 N. Bnt...

DAVIS

downstairs

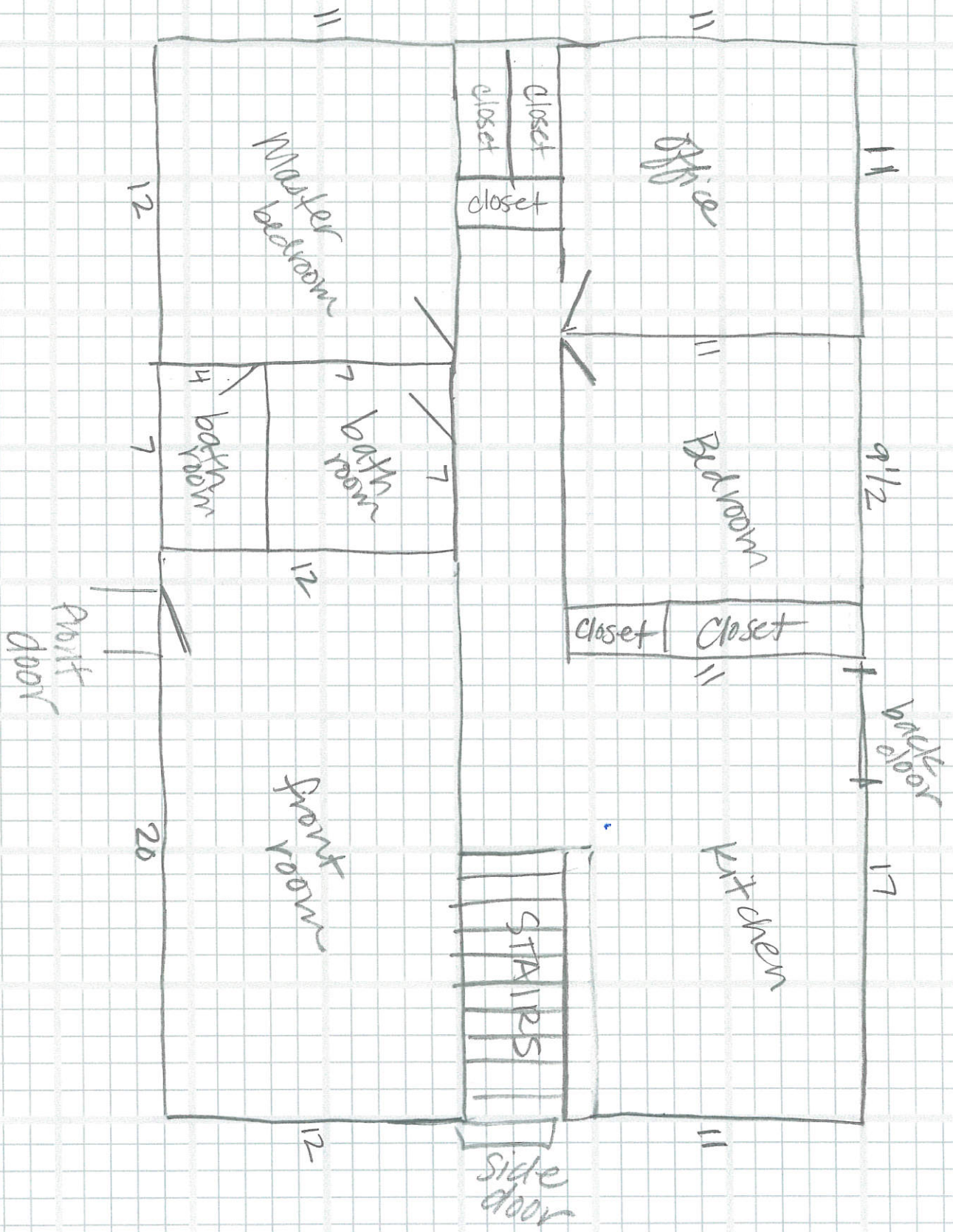
Preschool
USE

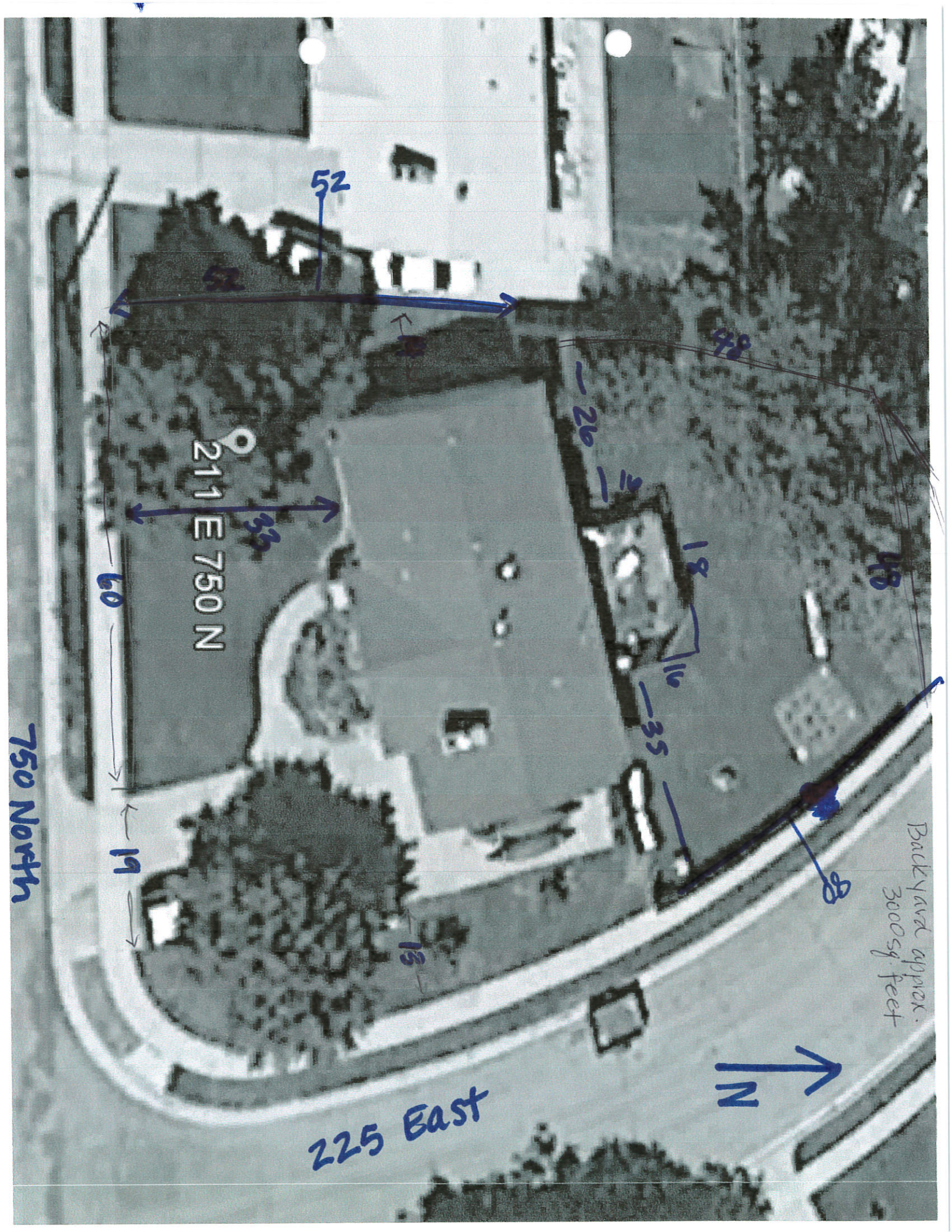
TOTAL sq. ft. for each floor
is approx 1150 sq. ft.
(Entire House approx. 2300 sq. ft.)



Preschool Room	165
Hall	90
Bathroom	35
Family Room	240
APPROX TOTAL	530

530 sq. ft. : 10 students = 53 sq. ft. / student







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CITY MANAGER
GARY R. HILL

Bountiful City, Utah Conditional Use Permit

A public hearing was held on August 24, 2015, at Bountiful City Hall to consider the request of Greg Mace for a Conditional Use Permit allowing for a Private Power Plant (Solar Panels) at the following location:

503 Indian Springs Road, Bountiful City, Davis County, Utah

LOT A, BEG ON N'LY LINE OF A RD S 0°10' E 559.66 FT & S 47°32' E 566.25 FT & SE'LY ALG A 400.34 FT RAD CURVE TO RIGHT A DIST OF 167.49 FT WH IS ALSO 1077.22 FT S & 516.11 FT E FR NW COR SEC 5-T1N-R1E, SLM: TH N 42°28' E 166.81 FT; TH S 1°23'30" E 104.58 FT; TH S 8°36'25" E 86.33 FT; TH S 34°29'E 71.0 FT; TH S 3°30' E 90.09 FT; TH N 54°58' W 111.53 FT; TH S 37°32' W 17.03 FT; TH NW'LY 38.74 FT ALG A 1043.43 FT RAD CURVE TO RIGHT; TH N 23°24' W 140 FT; TH NW'LY 1.13 FT ALG A 400.34 FT RAD CURVE TO LEFT TO POB. CONT. 0.61 ACRES.

Parcel: 01-005-0018

The Bountiful City Administrative Committee heard the matter and considered the statements of the applicant, the City staff, and the public. As a result, the Administrative Committee makes the following findings:

1. This matter is properly heard before the Administrative Committee.
2. Appropriate public notice has been provided and a public hearing held.
3. The proposed request to operate a Private Power Plant (Solar Panels) meets the letter and the intent of the specific requirements in §14-2 and 14-14 et seq (Conditional Use Permit provisions) of the Bountiful City Land Use Ordinance.

The Bountiful City Administrative Committee hereby grants this Conditional Use Permit for a Private Power Plant (Solar Panels) to be located at 503 Indian Springs Road, in Bountiful, Davis County, Utah, with the following conditions:

1. The applicant shall obtain a building permit.
2. The panels must be installed only as proposed in the application.
3. This Conditional Use Permit is solely for this site and is non-transferable.

The Conditional Use Permit was approved on August 24, 2015, and this written form was approved this 31st day of August, 2015.

Chad Wilkinson
Planning Director

ATTEST: Julie Holmgren
Recording Secretary